



EXHIBITOR SERVICES - AUDIOVISUAL

NAME OF CONFERENCE:	START DATE:	END DATE:	NO. EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:		ROOM/EXHIBIT BOOTH NO.:
STREET ADDRESS:	CITY & STATE:		ZIP CODE:
TELEPHONE NUMBER:	DELIVERY DATE:	DELIVERY TIME: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
EMAIL ADDRESS:	PICKUP DATE:	PICKUP TIME: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
ORDERED BY:			

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

➤ If you have a special request or need additional equipment, send completed forms to 1602expo@psav.com or fax 615.458.2640

ALL RENTAL PRICES ARE SUBJECT TO A 20% FEE IF ORDERED LESS THAN 10 BUSINESS DAYS PRIOR TO SHOW OPENING.

VIDEO EQUIPMENT	QTY	PRICE
Laptop Computer		\$ 245
Blu-ray Player/Recorder		\$ 135

AUDIO EQUIPMENT	QTY	PRICE
Computer/MP3 Sound Package (1) powered speaker		\$ 150
Sound System: (2) speakers (2) stands (1) Mixer (up to 20 people)		\$ 500
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 210
Wireless Headset Microphone: <i>Headset only. Mic will require wireless microphone unit to operate.</i>		\$ 85
4-Channel Mixer		\$ 75

ADDITIONAL EQUIPMENT	QTY	PRICE
Safelock Stand		\$ 35
LED Uplight		\$ 95
10' Cable (Extra) <input type="checkbox"/> HDMI <input type="checkbox"/> VGA <input type="checkbox"/> DVI <input type="checkbox"/> USB		\$ 25
Laptop Dongle (Include details below) <input type="checkbox"/> PC <input type="checkbox"/> Mac		\$ 35
Wired Keyboard or Mouse		\$ 30

MONITORS	QTY	PRICE
<i>Please check the correct boxes to indicate your source (HDMI, VGA) and what stand will be needed. Includes Standard Cable lengths (5')</i> 24" Monitor (16:9), Table Stand Only <input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 240
46" Monitor (16:9) <input type="checkbox"/> Wallmount <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 535
55" Monitor (16:9) <input type="checkbox"/> Wallmount <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 725
70" Monitor (16:9) <input type="checkbox"/> Wallmount <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 1,060
<i>(Don't forget to order the Pole Stand if needed)</i> Monitor Pole Stand		\$ 75

CUSTOM ITEMS	QTY	PRICE

SPECIAL REQUESTS Please add any items not listed above that you require.

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery.

After receiving your request, a PSAV Representative will send you a proposal including the appropriate Labor and Sales Tax for your review and signature.

If you require an Operator for your event, please specify your needs in the Special Requests area. 5 Hour Minimum applies to any Operator Labor.

Power and Internet must be ordered from the hotel

Gaylord Opryland Exhibit Services
Department 615-458-6390 or
Valerie.Steele@gaylordhotels.com

TAX EXEMPT STATUS – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

CANCELLATIONS:

- A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax.
- B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

Labor starting at \$95 per hour and Service Charge (25%) will apply

PSAV at
Gaylord Opryland Resort & Convention Center
2800 Opryland Drive
Nashville, TN 37214

Exhibitor Services: 615.458.2680
FAX: 615.458.2640
1602expo@psav.com

Pricing is valid until December 31, 2018

Please email or fax this completed form back to 1602expo@psav.com or 615.458.2640.
Upon receiving your request, a PSAV representative will send over an order based on your request with pricing and payment information. Your signed quote must be returned to this office prior to the start of your installation.

